



HPP & HCPWG Meeting Minutes

February 1, 2024

11:00 am – 12:00 pm

Attendance: Denise Yi (PHEP), Maya Craig-Lauer (PHEP), Sara Schwall (PHEP), Emma Wilcox (THCC), Karen Jones (LTCCO), Stan Vinet (Dignity Health Home Health Hospice), Eric Ruelas (French Hospital), Miranda Victorino (DSH-ASH), Wendi Stivers (Davita-Templeton), Megan Dubnicka (CCHH), Natasha Lukasiewich (French Hospital), Brandi Colombo (CCHH), Evan Millard (CHCC), Virginia Thompson (Davita-Atascadero), Dan Field, Brandon Walen (French Hospital)

1. Meeting Introduction and Program Updates - Denise Yi

a. Program Updates

- The EMS Division Manager, Vince Pierucci, has resigned. The Duty Officer program will still be running.
- The CHEMPACK Exercise is canceled. We now will be planning separate exercises for the MRSE and Chemical Surge TTX to fulfill requirements.

2. Healthcare Communications Update – Sara Schwall

a. Upcoming Website Updates

- We are in the process of updating our PHEP website to make it easier to navigate and locate forms and resources. Some additions will include a calendar with upcoming meetings and exercises, along with related materials.

3. Resource Request and Situation Status Revision – Maya Craig-Lauer

a. Quick Situation Status Report Form

- This form will be replacing the previous Situation Status Form.

b. Resource Request Form

- This form will be replacing the MHOAC Resource Request Form.
- The goal of this revision is to make the form user friendly and flexible to fit each unique facility and situation.
- Discussion items included:
 - creating separate sections for supplies and personnel
 - adding priority level next to each item instead of “desired arrival”

- adding the title of the requester, receiver, and financial contact
- including examples of resources and their units
- removing the verification of financial responsibility and instead utilizing an MOU
- including operating hours to delivery location
- changing “fuel” to “transportation” in the wrap-around services section and removing “maintenance”

c. Please have any additional feedback sent to mcraiglauer@co.slo.ca.us by 2/8/2024.

4. The next HPP & HCPWG meeting will be held on March 7, 2024 from 11:00am-12:00pm at 2995 McMillan Ave, Suite 178, San Luis Obispo, CA 93401.